



Phone (360) 466-3163  
Fax (360) 466-5309

## **Swinomish Indian Tribal Community**

A Federally Recognized Indian Tribe Organized Pursuant to 25 U.S.C. § 476  
11404 Moorage Way  
LaConner, Washington 98257-0817

### **JOB ANNOUNCEMENT**

#### **RESEARCH TECHNICIAN**

**SALARY: \$14.00+/hr, DOQ**

**CLOSES: MAY 18<sup>th</sup>, 2015**

#### **GENERAL FUNCTION:**

The Research Technician is responsible for providing field and technical support for the Swinomish Department of Environmental Protection, including implementing fieldwork and research, field data and sample collection, completing data entry and data summaries for the Tribe's Kukutali Preserve restoration design project. This is a full-time, temporary, and term-limited (3-6 months) position based in the Swinomish Department of Environmental Protection, and is supervised by the Environmental Director, and collaborates with the Hydrogeologist and Water Resources Analyst.

#### **REPRESENTATIVE ESSENTIAL DUTIES AND RESPONSIBILITIES:**

This list is intended only to illustrate the various types of work that may be performed. The omission of specific statements does not exclude them from the position if the work is similar, related or logical assignments to the position.

- Assists the Environmental Director, Hydrogeologist, and Water Resources Analyst in Kukutali Preserve restoration project implementation and data quality assurance by conducting elevation surveys, nearshore sampling and data collection, and data quality control including:
  - Field sampling: collect beach elevation data at points or areas; collect source sediment and sediment transport samples; and, conduct nearshore bluff, structures, sediment and vegetation mapping;
  - Complete nearshore data entry, quality control, management, and dataset reports.
- Maintain field and laboratory equipment, research vessel, and supplies inventory; and, manage field equipment and repairs as needed for the project.

#### **OTHER DUTIES**

Because of the Tribe's commitment to community service and the well-being of its members, each employee may be expected to perform a wide range of office and field duties from time to time. Such duties may or may not be related to their regular responsibilities.

#### **KNOWLEDGE OF:**

- Practical field experience and data collection using GPS, RTK, and laser level;
- Practical field and experience in sedimentology, environmental, natural resources, and/or water quality data collection;
- Equipment, materials, and procedures used in operation and maintenance of research equipment.

#### **SKILL IN:**

- Ability to follow detailed data collection and data quality assurance/quality control procedures;

- Physical ability to work in the field including wading in streams, wetlands, and at beaches; and work from a boat during inclement weather as well as work in an office setting;
- Proficient with software programs including Microsoft Word, Excel, Outlook, and Access
- Excellent verbal and written communication and interpersonal skills
- Ability to work independently and efficiently

#### **MINIMUM REQUIREMENTS:**

- Minimum education requirements: bachelor's degree with emphasis and college coursework in geology, earth science, environmental, physical, or natural science, or other discipline appropriate to the position.

#### **SPECIAL REQUIREMENT:**

- Valid Washington State Driver's License.

#### **EMPLOYMENT CONDITIONS:**

The Personnel Policies and Procedures of the Swinomish Tribal Community apply to all employees. Employees in this classification are considered temporary.

#### **APPLICATION INSTRUCTIONS**

- Return application form, cover letter, and resume to Alethia Edwards in the Personnel Office.
  - Complete the Swinomish Tribal Community application form; **do not write, "See resume" on the application; professional and/or scholastic references only.**
    - To Obtain an application form: Go to: <http://www.swinomish-nsn.gov/resources/human-resources.aspx>; or call: 360-466-1216; or e-mail [aiedwards@swinomish.nsn.us](mailto:aiedwards@swinomish.nsn.us)
  - Include a **resume & a cover letter** identifying why you feel you are qualified for this position.

**Swinomish Tribal Community  
Personnel Office  
11404 Moorage Way  
LaConner, WA. 98257**

Consistent with practices of federally recognized Indian Tribes, Native American hiring preference may apply. All offers of employment are contingent of the successful completion of a drug and alcohol screening (per job description) and criminal background investigation.

**ANNOUCEMENT DATE: MAY 7, 2015**